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The Commonwealth of Massachusetts
Executive Office of Public Safety and Security
Department of Fire Services

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Stow, Massachusetts 01775

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STEPHEN D. COAN
STATE FIRE MARSHAL

MEMORANDUM

TO: Heads of Fire Departments and Building Departments

FROM: Stephen D. Coan
State Fire Marshal

Thomas G. Gatzunis, P.E.
Commissioner, Department of Public Safety

DATE: October 1, 2010

SUBJECT: **Special Amusement Buildings for Halloween and other Special Events**

We are reissuing and updating this memo as a reminder that Massachusetts has moved into the “Halloween season”. This memo was originally a communication that was sent to all the fire officials and building departments in the Commonwealth. The Halloween season is a fun time of the year to be enjoyed, but as fire officials and building officials, the Halloween season generates common Life-Safety issues, particularly where “haunted houses” and/or “fun houses” are operated and open to the public, regardless of occupant load (i.e., either ASSEMBLY USE or BUSINESS USE buildings or portions thereof). This updated memorandum contains information from that original memo referencing current relevant sections of both the fire and building codes. We strongly recommend that both local fire and building officials work together when addressing these life-safety issues

Such Life-Safety issues become glaringly apparent when one reviews the history of the tragic May 11, 1984 fire in the “Haunted Castle” at the Six Flags Great Adventure Park in New Jersey, which resulted in the deaths of eight (8) visitors due to their inability to immediately exit the amusement structure or when one considers the October 27, 1973 Washington Reid School PTA “haunted house” fire in which one half hour before a PTA-built “haunted house” maze was to be open for children’s use, the maze caught fire killing one of the PTA volunteer members helping to construct the maze (see synopsis at the end).

In the case of the Six Flags fire, major factors¹ contributing to this loss of life included:

- The failure to detect and extinguish the fire at its incipient stage by means of fixed fire detection and suppression systems, and;
- The ignition of synthetic foam materials and subsequent fire and smoke spread involving combustible interior finishes, and;
- The difficulty of escape by occupants based on fire conditions in the “haunted-house” type of environment.

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Massachusetts Firefighting Academy • Office of the State Fire Marshal

In order to assist both Local Building Officials and Fire Officials, as well as the Regulated Community, included in this letter are:

- an overview of the requirements of the current 7th or 8th Edition of the Massachusetts State Building Code (780 CMR) regarding these Code-classified SPECIAL AMUSEMENT BUILDINGS, and;
- an overview of requirements of the Massachusetts Fire Prevention Regulations (527 CMR) for such building operation and maintenance, and;
- an overview of the two(2) fatal fires

SPECIAL REQUIREMENTS OF CHAPTER 4, SECTION 411 of 7th or 8th Edition Massachusetts Basic Building Code

NOTE: REQUIREMENTS OF THE STATE BUILDING CODE ARE LEGALLY ENFORCED BY BUILDING OFFICIALS

The SPECIAL AMUSEMENT BUILDING requirements of Chapter 4, Section 411 of the ICC International Building Code-2009 evolved as a direct result of the subject Six Flags “Haunted Castle” fire and have been directly adopted into the 7th and 8th Editions of the Massachusetts Basic Building Code and thus form the basis for Special Occupancy Life-Safety design and construction requirements for such amusement buildings or portions thereof.

Essentially the same requirements with some updating was captured in the ICC International Building Code and adopted into the Massachusetts Basic Building Code, Chapter 4, Section 411.

A SPECIAL AMUSEMENT BUILDING, as defined by the Massachusetts 7th or 8th Edition Basic Building Code, Chapter 4, Section 411 is defined as:

1. any temporary, or permanent building or portion thereof which is occupied for amusement, entertainment or educational purposes, and;
2. which contains a device or system which conveys passengers or provides a walkway along, around or over a course in any direction so arranged that the means of egress path is not readily apparent due to visual or audio distractions or is intentionally confounded or not readily available due to the nature of the attraction or mode of conveyance through the building or structure.

When buildings or portions thereof are classified as SPECIAL AMUSEMENT BUILDINGS, Section 411 of the 7th or 8th Edition Massachusetts Basic Building Code (780 CMR) requires:

1. Fire detection in accordance with Chapter 9, Section 907 of the 7th or 8th Edition Code.

Note, however that a building or portion thereof, if not heated during cold weather, could inadvertently allow for permanently mounted smoke detection devices to be exposed to temperature extremes in violation of their ambient temperature listing and could preclude the use of certain fire detection devices and therefore either replacement of such devices or the use of approved alternative types of automatic detection could be required.

2. Automatic sprinklers in accordance with Chapter 9, Section 903 of the 7th or 8th Edition Code or otherwise impacted by requirements of MGL c.148 § 26G.

--with a Building Code-only exception that does not require automatic sprinklers where the floor area of a temporary special amusement building is less than 1000 sq. feet and the travel distance from any point to an exit is less than 50 feet—

3. Response requirements to fire protection system activation, should include:

- Immediate illumination of the means of egress with light of not less than 1 foot-candle at the walking surface level, and;
- The shutting off or otherwise stopping of any conflicting or confusing sounds and visual distractions, and;
- The activation of an approved directional exit marking that will become apparent in an emergency, and;
- Upon activation of a smoke detector or the activation of the automatic sprinkler system or activation of any other approved fire detection device, such shall immediately sound an alarm at the building at location from which emergency action can be initiated.

4. An Emergency voice/alarm communication system, which can also serve as a public address system and audible throughout the entire special amusement building.

5. Exit signs and Exit markings are required.

- where mirrors, mazes or other designs are used to confound the means of egress paths, approved low-level exit signs and directional path markings shall be provided and located not more than 8 inches above the walking surface and on or near the means of egress path .

6. The interior finish shall be of Class A materials only, per Chapter 8, Section 803.

7. Where Chapter 4, Section 411 is silent, the main body Code requirements shall otherwise apply for ASSEMBLY USE and BUSINESS USE buildings or portions thereof and with consideration of MIXED USE separation, if applicable.

REQUIREMENTS OF THE FIRE PREVENTION REGULATIONS OF MASSACHUSETTS (527 CMR)

NOTE: REQUIREMENTS OF 527 CMR, AS NOTED BELOW, ARE ENFORCED BY THE HEAD OF THE FIRE DEPARTMENT OR HIS DESIGNEE

1. 527 CMR 1.00: ADMINISTRATION AND ENFORCEMENT

1.06: Orders to Eliminate Dangerous or Hazardous Conditions

(1) Fire Code Violations. Whenever the marshal, the head of the fire department or any person to whom the marshal or head of the fire department has delegated is authority in writing, finds in any building or upon any premises a violation of 527 CMR or any condition likely to cause fire or any obstacle to easy ingress or egress from such building, they shall, in writing, order the same to remedied. Notice of the violation shall be served in accordance with the provisions of M.G.L. c. 148, § 5, including, but not limited to the following:

- (k) The use of any machine, devise or chemical to create fog, foam or a haze-like visual

effect which could become an obstacle to ingress or egress from any place of assembly.

2. 527 CMR 21 – Decorations, Curtains, Draperies, Blinds and Other Window Treatments

Definitions:

Decorations – All materials such as scenery, plastic shields, streamers, and also cloth, cotton batting, straw, vines, leaves, trees and moss used for decorative effect, bamboo and other wood fibers, cardboard and other paper products.

Public Spaces: -- Those spaces within the occupancy accessible by the public while the building is occupied. This shall include all components of the means of egress such as exit accesses and exits.

Test requirements: Test completed per 527 CMR 21 or National Fire Protection Association (NFPA) 701.

7. 527 CMR 10 – Fire Prevention – General Provisions

10.02 – Fire Extinguishers – If the fire chief deems it necessary due to construction, location, character or occupancy – shall be provided per NFPA 10

10.03 (5) – The storage of combustible or flammable material shall be confined to approved storage areas; storage in buildings and structures shall be orderly, shall not be within 2 feet of the ceiling and shall be located so as not to obstruct egress from the building.

10.03 (6) – Open flame devices shall comply with NFPA 101

10.03 (9) – All required fire resistant rated doors or smoke barriers shall be maintained in good working order.

10.03 (11) – When any electrical hazards are identified, such conditions shall be abated. All identified hazardous electrical conditions in permanent wiring shall be brought to the attention of the electrical code official.

10.03 (13) --.... Egress shall at all times be maintained in a safe condition and shall be available for immediate use and free of all obstructions. Aisles, passageways, or stairways in any building shall not be obstructed with tables, showcases...or other obstructions during hours when the building is open to the public...

10.07 --.... Where such structures are of a combustible construction, which may in the opinion of the head of the fire department, constitute a fire hazard.

10.13 – Emergency Planning and Preparedness – The development of emergency plans, training, and conducting of fire exit drills shall comply with the applicable requirements of 527 CMR 10 and 527 CMR 10.13

10.17 – Places of Assembly – The decorations, operation or use of places of assembly and education shall comply with the applicable requirements of 527 CMR 10 and 21 and 780 CMR.

Permit required – A place of assembly or one for educational use shall not be maintained, operated or used as such without a Certificate of Inspection from the building code official. Occupant load shall be posted by the building official as determined by 780 CMR. In the event of overcrowding or obstructions to egress, the head of the fire department can cause the performance (etc.) to be stopped until the posted occupant load is re-established or the obstruction is removed.

If you have any questions contact the Technical Service Unit at the Office of the State Fire Marshal at 978-567-3375 or in Western MA at 413-587-3181. Building officials can contact the Department of Public Safety at 617-727-3200.

Synopsis:

School's Haunted House Burns – One Killed, Two Injured

In 1973, five members of the Washington Reid School PTA in Prince William County, Virginia built a “haunted house” in one of the elementary school’s classrooms for a Halloween Carnival. Approximately 30 minutes before 200 school children were scheduled to enter the highly combustible maze; fire broke out in the haunted house killing one of the PTA members and injuring two others.

The PTA members had created the effect of a haunted house in one of the classrooms by erecting eight-foot high panels of flannel cloth secured to one by three-inch wood strips. The flannel was then sprayed with a black lacquer-based paint. To reduce light, brown paper was taped over the windows and over the flannel panels directly in front of the windows. “Black lights” were installed with temporary wiring at various locations. Power was supplied to test the lights prior to the start of the function, at which time one of the panels burst into flames. Two PTA members began to tear down the paper while three others went to get fire extinguishers. One member pulled the school fire alarm, which was not connected to the fire department by any means of notification. A PTA member broke into the principal’s office in order to gain access to a phone to call the fire department.

As devastating as this fire was it is fortunate that the school children were not in the building.

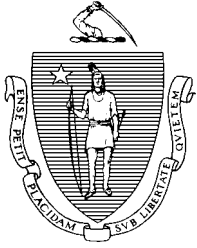
Synopsis:

Fire in Haunted Castle Kills Eight

In May 1984, a rapidly spreading fire destroyed the Haunted Castle amusement facility at the 200 acre Six Flags Great Adventure Park in Jackson Township, New Jersey. At the time of the fire there were three employees and an estimated 28-34 visitors. Eight of the visitors unable to immediately exit from the structure died in the fire. The haunted house was constructed of 17 commercial trailers (each about 8-ft. wide by 40 ft. long). The trailers were connected by use of plywood. The interior of the Haunted Castle was constructed of plywood partitions that created a convoluted path of travel approximately 450 ft. long. Materials used for the interior included synthetic foam, various fabrics and plastics, plywood and tarpaper.

The structure had a total of 7 exits, including the main entrance. Fire protection features were emergency lighting and portable fire extinguishers. The cause of the fire was determined to be by ignition of a wall-mounted polyurethane foam pad by a cigarette lighter.

We would like to acknowledge the National Fire Protection Association (NFPA) for providing the information on these two fires. In both cases, combustible furnishings and lack of fire protection/detection and egress was related directly to the loss of life.



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STEPHEN D. COAN
STATE FIRE MARSHAL

MEMORANDUM

TO: Heads of Fire Department

FROM: Stephen D. Coan
State Fire Marshal

DATE: October 1, 2010

SUBJECT: LP Gas Update

I am writing to advise you of actions taken by my office to date, regarding the presence of under/non-odorized propane in the Commonwealth of Massachusetts.

As a result of a cause and origin investigation into a fatal LP gas explosion that occurred in the Town of Norfolk, Massachusetts on July 31, 2010, my office, in conjunction with the Norfolk Fire Department, determined from witness statements that there was a possibility that the LP gas present at the scene, was under/non-odorized. Subsequent testing both on the tanks at the site and at the bulk delivery facility, showed little or no odorant present and those tanks were subsequently shut down, but have since been remediated.

In order to determine the scope of the problem, my office undertook testing at approximately 50+ sites including large bulk facilities throughout the Commonwealth, in which a sniff test was performed by the facility in the presence of the Massachusetts State Police and Department of Fire Services' officials. As a result of this testing, 6 of those facilities were closed; but have since re-opened on a limited basis. Further inquiry caused my office to issue a Cease and Desist Order to the main bulk supplier in Massachusetts, DCP Midstream, pending further investigation.

Since that time, my office, in conjunction with the Attorney General's Office, has reached an agreement with DCP Midstream, to test the odorant levels in its propane supply, downstream from its Westfield supply facility. At this time, the DCP Westfield facility has re-opened after testing both of its on site tanks and rail car supply. Significant testing is still ongoing downstream at the bulk distribution and consumer level.

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This agreement requires an Independent Examiner to be hired to conduct a review of the LP gas issue within the State. This consultant is currently working on reviewing records and conducting tests to determine the possible extent. The consultant has determined that several bulk facilities have had a low odorant issue. The bulk facilities have been remediated and the propane companies affected are working cooperatively with our office to notify local customers of the possible issue and are completing testing of their customers. Any customers found with a low odorant issue will be remediated.

At this time, it appears that the possibility of under odorized propane is a multi-state issue. We are working closely with the Office of the Massachusetts Attorney General, the U.S. Consumer Product Safety Commission, the Federal Rail Administration and other interested agencies in trying to understand the issue. Since we started our investigation, Aux Sable and BP have notified Massachusetts and fourteen other states that there is a possibility that non-odorized propane has entered the system.

If you have any further questions, please contact Timothee Rodrique, Director - Division of Fire Safety at Timothee.Rodrique@state.ma.us or by telephone at (978) 567-3301.



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Mary Elizabeth Heffernan
Secretary

Thomas G. Gatzunis, P.E.
Commissioner

MEMORANDUM

TO: State Fire Marshal Stephen D. Coan
FROM: Board of Elevator Regulations
DATE: September 7, 2010
RE: Changes to 524 CMR 17.39(4)

The Board of Elevator Regulations has recently promulgated two amendments to 524 CMR which were effective as of 7/9/10.

1. The first amendment in s. 17.39(4) added new language (indicated in bold). The section now reads as follows:

17.39(4)

(a) On completion of the elevator installation and safety test, **the elevator contractor** shall notify the local fire department to have an authorized representative available to receive instructions by the elevator manufacturer or his agent on the purpose, operation, and use of the firefighter's (3502) keyed switch. 524 CMR 17.39(4)(a) **shall also apply to witness a demonstration from the elevator manufacturer, or agent thereof, relative to the purpose, operation and use of the hoistway door unlocking device. The unlocking device for that manufacturers' door shall be secured at a location in the building that is readily accessible to the fire department. If all the door panels and interlocks are replaced on a new or existing elevator, hoistway door unlocking devices for use only by Massachusetts licensed elevator mechanics and trained firefighters are required. 524 CMR 17.39(4)(a) shall apply to all new installations**

***Rationale:** The areas of change and/or new sections are highlighted in **bold face**. This change to 524 CMR 17.39 (a) is being made to simplify the process and direction as to who (the elevator contractor) is required to make the contact with (local Fire Department) to witness a demonstration concerning the 3502 key as well as the Hoistway Door Unlocking Device. Earlier editions had two differing agencies responsible, where this change simplifies it to one. It clarifies that if an existing elevator hoistway door system is allowed to drill out the doors, they must be structurally capable. This would accommodate the Hoistway Door Unlocking Device, provided that there is written proof that the doors contain no Asbestos. They will then comply with the requirements of 524 CMR 17.39 (a).*

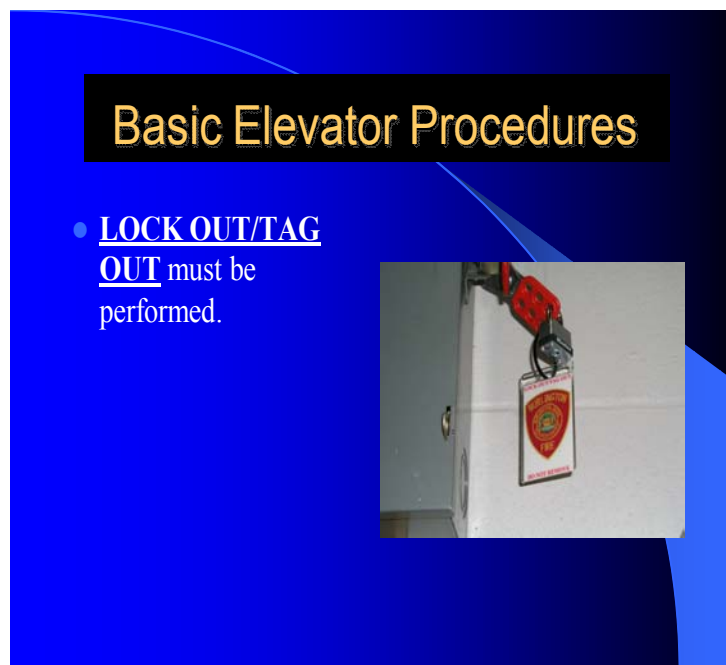
2. The second amendment added a new section (e), which reads as follows:

(e) The fire department shall utilize a Lock-out Tag-out (“LOTO”) procedure on the electrical main line power disconnect of the elevator equipment during fire department operations including extrications. A written procedure relative to removal of the lock shall be printed on the affixed LOTO tag to facilitate speedy removal for an incoming Massachusetts licensed elevator mechanic.

Rationale: The new section (e) is to mandate the use of a proper Lock out/ Tag out (LOTO) procedure for use by fire departments involved in elevator extrications.

Suggested Operational Guidelines

Consistent with this new section the Board has developed an example of procedures that a fire department may adopt to comply with section 17.39(4) (e).



Fire Department Procedure **Lock-Out-Tag-Out (LOTO)**

- (a) Upon arrival the local fire department shall notify the listed elevator service company to respond to their location. That telephone number will be found in the elevator machine / control room on the elevator code required 24-hour emergency response service card placed there by the contractor. This notification should be done through the Fire Alarm Dispatch or Emergency Communications Center of the fire department, and will provide a rapid response of

qualified elevator personnel. If elevator personnel are on scene with the fire department, they shall work together to establish a safe removal of the occupants, after performing Lock-Out-Tag-Out (LOTO). At that point, the scene may be terminated by the fire service. After confirming the safety of the scene, they may remove their LOTO equipment. The Massachusetts Licensed Elevator Mechanic will now assume the responsibility for the elevator system.

- (b) If upon arrival, the situation requires immediate removal of the occupant(s), the fire department will notify the listed elevator service company and perform LOTO on the elevator main line power disconnect. If a wait period is indicated as being a good alternative, then initiate one that will fit the situation at hand. If not, then perform a safe removal of the passengers and await the elevator mechanics arrival. The fire department shall not remove its LOTO equipment if they have to leave the scene, but rather leave it in place. The LOTO telephone number for the fire department will allow for a rapid response back to the scene to retrieve their equipment at the request of the Massachusetts Licensed Elevator Mechanic.
- (c) It will be the responsibility of the fire department to assure a timely response of the fire company to remove its equipment. The solution to the elevator problem is to allow a mechanic to gain access to the equipment and run tests on it, and with LOTO in place, that cannot be done. By providing this timely response, the public and the fire service will both benefit with renewed access to the upper floors of the building.

**** ONE DAY, TWO PRESENTATIONS ****

Residential Modular Construction Concerns – Hidden Hazards and Dangers to all Firefighters

Presented by: Fire Chief Kevin Gallagher, Acushnet Fire Department

Chief Gallagher experienced a dramatic modular home fire in his community and this experience has taught him to look beyond watching modular pre-built home boxes being placed along side and on top of each other. He has seen the results of this type of construction from the inside looking out. This course will educate you to prepare your department to deal with similar incidents.

Some concerns with modular homes are rapid-fire spread, rapid degradation of floor, ceiling assemblies, and high-risk firefighting hazards.

For example: There are various horizontal and vertical void spaces that can run the length and width of a home and be as wide as twenty inches between floors, hinged gusset plates and various truss type internal components, electrical systems that run along the outer perimeter of the home, as well as the heat hazards of orient strand board and laminated veneer lumber components that are used during the construction process throughout the home.

You will also learn how glue adhesives are used on panels to hold gypsum board to ceiling assemblies without the use of gypsum board screws, why modular home construction builders may not need to follow local and state building codes, and how to identify modular homes in your community.

Fire Fighter Safety and Emergency Response for Solar Power Systems

Presented by: NFPA and Department of Fire Services - Division of Fire Safety

Today's emergency responders face unexpected challenges as new uses of alternative energy increase. These renewable power sources save on the use of conventional fuels such as petroleum and other fossil fuels, but they also introduce unfamiliar hazards that require new fire fighting strategies and procedures.

Among these alternative energy uses are buildings equipped with solar power systems, which could present a variety of significant hazards should a fire occur. This program focuses on structural fire fighting in buildings and structures involving solar power systems utilizing solar panels that generate thermal and/or electrical energy, with a particular focus on solar photovoltaic panels used for electric power generation.

The safety of fire fighters and other emergency first responder personnel depends on understanding and properly handling these hazards through adequate training and preparation. The goal of this project has been to assemble and widely disseminate core principle and best practice information for fire fighters, fire ground incident commanders, and other emergency first responders to assist in their decision making process at emergencies involving solar power systems on buildings.

Course #:	200-000-S03 Session B	Course #:	200-000-S03 Session A
Date:	November 1, 2010	Date:	November 3, 2010
Time:	0900-1600	Time:	0900-1600
Location:	Western New England College Rivers Memorial Hall 1215 Wilbraham Road Springfield, MA	Location:	Devens Common Center 31 Andrews Parkway Devens, MA

Please complete a standard DFS / MFA student application or register online at www.mass.gov/dfs.

Mail to: Registrar
Massachusetts Firefighting Academy
State Road, P.O. Box 1025, Stow, MA 01775
(978) 567-3200

Or Fax to:
(978) 567-3229



Department of Fire Services / Office of the State Fire Marshal

PREVENT Candle Fires

Follow the Circle of Safety

Burn candles inside a one foot circle of safety, an area free of anything that could come in contact with the flame and burn.

Use candles in the center of an area one-foot in every direction free of anything that could burn, such as decorations, curtains that could blow around, other items on a table or bureau. Use a sturdy metal, glass or ceramic container.

Stay in the same room with burning candles; never leave them burning unattended.

Most candle fires start when they are left burning unattended. Don't leave a candle burning out of your sight or when you fall asleep at night.

Use candles out of reach of children and pets

Many candle fires are started when pets knock them over, or when children touch or play with them.

Keep all matches and lighters out of reach of children.

Store in a high cabinet, preferably a locked one. You wouldn't leave a loaded gun lying around and a lighter can be just as dangerous in a child's hand.

Teach everyone in the family the rules of safe candle use.

Children, teenagers, grown-ups and older adults should know the rules of safe candle use.

Candle fires have tripled in Massachusetts over the past decade!

Candle use has risen greatly in the past decade, but unfortunately so have candle fires. They have more than tripled in Massachusetts in the past ten years.

Candles have become one of the leading causes of fire deaths in the home in this state.

Several people are killed, usually in their own homes, from candle fires each year.



FireFACTORS

**Office of the State Fire Marshal
Department of Fire Services**

P.O. Box 1025 State Road • Stow, Massachusetts 01775 • (978) 567-3300 • www.mass.gov/dfs

In 2009, there were 928 fire incidents involving chimneys, fireplaces, and woodstoves. These fires were responsible for two civilian deaths, six civilian injuries, 14 firefighter injuries, and resulted in \$3.1 million in property losses. These incidents make up 35% of all fires linked to heating systems.

Purchasing

- Be sure the stove you are purchasing to burn wood or coal is approved by Underwriter's Laboratory or another recognized testing laboratory.

Installation

- A building permit must be obtained prior to the installation of fireplaces, wood or coal burning stoves. They must be inspected by the local building inspector prior to their initial use as required by the Massachusetts State Building Code.
- Allow at least 36 inches of space around the appliance to prevent combustibles from coming into contact with a heat source.
- Solid fuel heating appliances cannot share a common flue with chimney flues utilized by other solid fuel, fossil fuel, or gas fired appliances.

Inspections

- Have the chimney and flue inspected by a qualified mason prior to use. Cracks in the flue or mortar joints can allow flames and heated gases to extend into the structure.

Proper Use

- Most chimney fires occur due to a build-up of **creosote**, a tarry by-product of burning wood. Have your chimney flue cleaned before each heating season. Burn only dry, well-seasoned, hardwood to reduce creosote accumulation.
- Do not use flammable liquids to start the fire.
- Never leave children unattended near the stove.
- Check that the damper is open before lighting the fire. Failure to do so can result in an accumulation of smoke and carbon monoxide within the home. Do not close the damper before the fire has died out and the embers are cold.
- Use a fireplace screen to prevent flying sparks and embers from falling out onto the floor.
- Install and maintain smoke alarms and carbon monoxide detectors to provide protection for your family.

Proper Ash Disposal

- Ashes cleaned out from the stove or fireplace should be shoveled into a metal bucket with a metal lid, placed outside, on the ground, away from the building, to prevent fires. Do not place ashes into a paper bag or cardboard box. Ashes and embers can stay hot for days and ignite combustibles.

Carbon Monoxide & Smoke Alarms

- Carbon monoxide alarms are required now in all homes with chimneys or woodstoves. Install one on every habitable level and no more than 10 feet from every bedroom door. Smoke alarms should be installed on every level of your home, at the bottom of every stairwell and outside each sleeping area.
- Test alarms regularly and change the batteries when we change the clocks



Chimney & Woodstove Fire Safety



Stephen D. Coan
State Fire Marshal

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Stow, Massachusetts 01775
978-567-3300
www.mass.gov/dfs*



WINTER 2010-2011

Think safety first when heating your home this winter!

Heating caused more than 14,000 fires over the past five years and is the number two cause of home fires in Massachusetts. Use your home heating system and space heating appliances wisely and responsibly. That's the way to...Keep Warm - Keep Safe.

COVER THE ABCs OF FIRE SAFETY

- Make sure there are working smoke alarms on every level including one outside the bedrooms.
- Test smoke and carbon monoxide alarms monthly and change batteries twice a year, when you change the clocks.
- Hold home fire drills to practice the home escape plan.
- Practice home fire safety and set a good example for the children.

BE CAREFUL WHEN USING FIREPLACES AND SOLID FUEL STOVES

If you heat your home by burning *solid fuels* (coal, firewood, pellets), be careful before, during and after using these kinds of fuels.

- Have the chimney professionally cleaned every year.
- Make sure the stove is approved by a national testing agency such as Underwriter's Laboratory (UL).
- Get a building permit before installing a stove.
- Keep anything that can burn three feet away.
- Dispose of the ashes in a **metal** container, with a lid, away from the house, garage and porch.

SPACE HEATERS NEED SPACE

Fires caused by space heaters are rare but often deadly. If you must use a space heater, do so safely.

- Do not use space heaters as your #1 heating source.
- Keep anything that can burn three feet away.
- Use only heavy-duty extension cords.
- Always turn off when going to bed or leaving home.
- Portable kerosene heaters are illegal in MA for home use.



DEPARTMENT OF FIRE SERVICES

PO Box 1025, State Road • Stow, Massachusetts 01775 • 978-567-3100 • www.mass.gov/dfs

MAINTAIN NATURAL GAS EQUIPMENT

Natural gas is a safe and efficient way to cook, heat our homes and hot water.

- Have your furnace and hot water heater professionally checked every year.
- Do not use or store gasoline or painting supplies inside where they can be ignited by the pilot light.

Gas leaks can be dangerous – if you smell something like rotten eggs or you think there might be a leak,

- Move outdoors.
- Do not smoke or turn on or off electrical switches - sparks can cause an explosion.
- Dial 911 immediately.

MAINTAIN OIL HEATING EQUIPMENT

Home heating with fuel oil is also safe and efficient.

- Have your furnace professionally cleaned and checked every year.
- Don't let the tank get completely empty.
- Call for service if the oil burner releases smoke or soot in the house.

CARBON MONOXIDE: THE SILENT KILLER

Heating equipment is the leading source of carbon monoxide (CO) in the home.

- Install carbon monoxide alarms on every level of your home.
- Don't use the gas stove or oven for heat.
- Have furnaces and chimneys checked annually by a professional.
- Keep appliance vents and exhaust pipes clear of drifting snow and bushes.

FUEL ASSISTANCE

For information on fuel assistance, please call the HEATLINE at 1-800-632-8175 (or for Boston only 617-357-6012) or on-line at www.mass.gov/dhcd.

***For further information go to:
www.mass.gov/keepwarmkeepsafe***



KEEP WARM

KEEP SAFE

**Commonwealth of Massachusetts
Department of Fire Services
Job Posting**

Compliance Officer II

Job Information:

Official Title:	Compliance Officer II
Functional Title:	Compliance Officer II
Position Type:	Civil Service
Full-time/Part-Time:	Full-time
Salary Range:	\$40,083.68 to \$57,915.26 Annually
Shift:	Day
Number of Vacancies:	1
Confidential:	No
City/Town Location:	Stow
Facility Location:	Stow
Region:	Central
Application Deadline:	10/07/2010

DUTIES:

Responds to inquiries from local Fire Departments, members of the industry and the public regarding the Fire Prevention Regulations by providing information, interpretation, advice and technical support to encourage voluntary compliance and to increase fire prevention and fire protection. Performs investigations of complaints of non-compliance with MGL Ch. 148, CMR 502, and 527 Code of Massachusetts Regulations 1.00 -50.00). Obtains evidence (including on-site inspection), establishes facts, generates reports, issues orders to correct violations and follow through of enforcement of the violation; and performs related work as required. This position is assigned to the Western Massachusetts Office, located in Northampton.

Duties and Responsibilities:

1. Responds to inquiries from local Fire Departments, members of the regulated community and the public regarding the Fire Prevention Regulations by providing information and technical support, interpretation on applicability of rules and regulations, advice on proper procedures to be followed, in order to encourage voluntary compliance and to increase fire prevention and fire protection. In the event voluntary compliance cannot be achieved, appropriate enforcement action up to and including court action.
2. Responds to fire, explosion, and hazardous material incident scenes and works with the appropriate agencies for investigation, compliance and enforcement action. The CCEO must be able to evaluate for potential hazards, i.e., structural collapse, undetonated

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explosives/fireworks, hazardous by-products of combustion, exposure to hazardous materials in the form of liquids, gases and solids; choose the appropriate personal protective equipment to enter the scene. The CCEO would also investigate for violation of law and regulation that caused the response and take appropriate compliance and enforcement action.

3. Determine violations of law and/or regulations; document incident scenes through photographs, site measurements, mapping etc., collect and secure evidence, conduct interviews. Work with appropriate agencies, if necessary, for enforcement action (district attorney, court officers).

4. Asks appropriate questions to obtain sufficient information in order to provide accurate interpretation on applicability of rules and regulations.

5. Function as resource to local Fire Departments.

6. Follows standard operating procedures (SOP) for performing and scheduling on-site visits; maintains accurate and complete compliance log, as required by policy (electronic vs. paper) on a daily basis.

7. When attempts to gain voluntary compliance fail, follow SOP with Notice of Violation, Order of Notice, non-criminal citation and finally, prepare complaint for court of jurisdiction.

8. Prepares concise written investigative reports relative to inspections and investigations for presentation to the Director and State Fire Marshal.

9. Conducts training programs for fire service personnel and members of regulated community regarding regulatory and statutory requirements.

10. Investigates complaints received by the Division of Fire Safety alleging violations of statutes, rules and regulations under the control of the Board of Fire Prevention and the Division of Fire Safety (MGL Ch. 148, CMR 502, and 527 Code of Massachusetts Regulations 1.00 -50.00); obtain evidence and establish facts concerning complaints and alleged non-compliance.

11. Performs inspections of blasting sites and explosive storage facilities for compliance with applicable laws, regulations and strict inventory control (which may include counting cases of explosives and detonation systems) Makes inspections of various locations to determine compliance with all Fire Prevention regulations.

12. Responsible for the inspection of self serve fire protection systems on top of the canopies. Responsible for the inspection of above ground storage tank and systems.

13. Responsible for developing in depth knowledge of applicable CMR's, and serves on Board of Fire Prevention subcommittees to review and recommend changes to these regulations.

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14. Represents the Division of Fire Safety and the State Fire Marshal at meetings and conferences as necessary.
15. Prepares statistical and other reports.
16. Perform related duties such as maintaining records, attending meetings, and preparing

QUALIFICATIONS:

Minimum Entrance Requirements:

Applicants must have at least (a) three years of full-time, or equivalent part-time, experience in investigatory or law enforcement work, or (b) any equivalent combination of the required experience and the substitutions below.

Substitutions:

I. A Bachelor's or higher degree may be substituted for a maximum of two years of the required experience.*

*Education toward such a degree will be prorated on the basis of the proportion of the requirements actually completed.

Special Requirements: Based on assignment, possession of a current and valid Massachusetts Class D Motor Vehicle Operator's License.

PREFERRED QUALIFICATIONS:

- Knowledge of MGL Ch. 148, CMR 502, and 527.
- Knowledge of fire protection issues related to explosives, fireworks, flammable & combustible liquids, gases and their properties.
- Ability to gather information through questioning or observing individuals.
- Ability to accurately record information provided orally.
- Ability to use investigative techniques to obtain information.
- Ability to gather information by examining records and documents.
- Ability to analyze and determine the applicability of data, to draw conclusions and make appropriate recommendations.
- Ability to read and interpret legal documents such as court decisions, briefs, opinions, contracts, etc.
- Ability to understand, explain and apply the laws, rules, regulations, policies, procedures, specifications, standards and guidelines governing assigned unit activities.
- Ability to exercise sound judgement.
- Ability to deal tactfully with others; and to maintain a calm manner in stressful and emergency situations.
- Ability to exercise discretion in handling confidential information.
- Ability to work independently; and ability to adapt to varied work situations.
- Possession of a current and valid Massachusetts Class C Motor Vehicle Operator's License.

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Comments:

This is a Civil Service position.

This position is assigned to the Northampton Office and will be responding to incidents in the Western part of MA. He/She may be required to work nights and/or weekends for standby as needed with a rotation schedule. He/She may be required to attend night meetings assigned by DFS and/or the Division Director.

How To Apply:

Mail cover letter and resume to:

Yolanda Rosario, Director of Personnel and Payroll
Department of Fire Services
P.O. Box 1025 - State road
Stow, MA 01775

Please submit 2 copies of resume and cover letter and include an email address on all correspondence. Faxed, emailed, or late resume will not be considered.

Agency Web Address:

<http://www.mass.gov/dfs>

Diversity Officer:

Mrs. Maribel Fournier (978) 567-3140

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